SPACE TYPES & REQUIREMENTS

School Supply/Storage Area

School Type: 

Functional Area Descriptions
This area serves as the primary storage area for the school. Provide small storage areas for daily-use items throughout the school. Locate the room on the ground floor near the loading dock, with exterior vehicle access and double doors for interior and exterior access. Provide windows high above floor level to clear the shelving heights and reduce security risks.

1 Central Storage Area
Locate the issue counter and workspace near the double door for corridor access. Include several lockable closed-front storage closets located near the supply technician’s work area for storage of high-value items.

Allow space for receiving deliveries, unpacking boxes, assembling furniture and similar activities near the exterior doors. Include a caged secure area for mail.

Equip the main supply area with steel storage shelving throughout.

2 Flammable Storage Area
Provide a small room for storage of flammable and other hazardous items located adjacent to the supply room. Include an exterior door.

### Planning Requirements

<table>
<thead>
<tr>
<th>Area Description</th>
<th>SF</th>
<th>M²</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>School Supply/Storage Area</td>
<td>1,200</td>
<td>111</td>
<td>Locate near loading dock</td>
</tr>
<tr>
<td>Central Storage Area</td>
<td>100</td>
<td>9</td>
<td></td>
</tr>
<tr>
<td>Total</td>
<td>1,300</td>
<td>120</td>
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